

# Regional Development News & Notes



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## UPDATES

### Downtown Initiative

[www.nhhfa.org/downtown/index.htm](http://www.nhhfa.org/downtown/index.htm)

The first application round yielded 13 proposals to the Downtown Initiative. The review committee will be selecting five or six to further explore before final funding announcements are made.



### SB 177

(RE: Tax Increment Computation)

Senate Bill 177 now resides in the House of Representatives. On 4/4/02 it was referred to the Municipal & County Government committee for Interim Study.

## CDBG Grants Approved!

At its meeting on 4/25/02, the CDBG Advisory Committee recommended the following Economic Development Grant applications for G&C approval:

- A two-year, \$700,000 grant to the Town of Milton in partnership with the Wentworth Economic Development Corp. and New Frontier Industries. 35 new jobs are planned for this new plastic components manufacturer that will be located in the Milton Industrial Park.
- A one-year, \$425,000 grant to the City of Somersworth in conjunction with Strafford Economic Development Corp. and Bonair Enterprise, Ltd. The business expansion of this window distributor will create 22 new jobs.

## NH Small Business Incubators



Small Business Incubators play a key role in the economic development climate of New Hampshire. Businesses that may otherwise be stifled in their infancy are given the opportunity to flourish in an affordable, collaborative and supportive environment. Here is a current list of New Hampshire's Small Business Incubators along with contact information:

Amoskeag Small Business Incubator  
Manchester, NH 603-629-9511

Technology Village Business Center  
Center Conway, NH 603-447-6622

Monadnock Business Center  
Peterborough, NH 603-924-1600

Black Brook Enterprise Center (opening Spring 2003)  
Keene, NH 603-352-4939

## SAVE THE DATE!

The next OSP/RDC Executive Director's Quarterly meeting will take place on **June 13, 2002**. Marie Cappello and Dan Gray (REDC and SBAC) will be hosting the meeting. Specific seacoast location and Agenda details will follow soon.



# CDBG “101”



## # 2: Grant Administration (see CDBG Implementation Guide, Chapter I for more information)

One of the first decisions faced by a CDBG grantee is the method by which the grant program will be administered. The grantee can, of course, opt to do the administration itself, or it can hire a professional grant administrator for the task.

There is no stock answer to the question, and the final decision should rest with the grantee's in-house expertise, and comfort level with this type of grant process. Administering a CDBG project is not simple and, therefore, utilizing an experienced grant administrator for some, or all, of the project is worth considering.

Here are a few helpful guidelines:

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## Did You Know?

(things to ponder, or not, when solving the economic development needs of NH)



In 1982, its inaugural year, The Weather Channel lost \$10.6 million, and came dangerously close to being shut down. In fact, the network didn't make any money until 1985. Since then, The Weather Channel has steadily grown to where it is now seen in more than 67 million homes, or 98% of homes with cable television.

(lesson: Early shortcomings are not necessarily an indicator of long-term business failure.)

- Before deciding to hire a grant administrator, a grantee should ask itself the following questions:
  - 1) Does it have the staff and time to devote to grant administration?
  - 2) Does the existing staff have experience with federal program requirements, and CDBG requirements in particular?
  - 3) Does it understand the complexity of the project to be undertaken?
- A grant administrator should not be considered an “unaffordable luxury”. CDBG rules allow up to 15% of grant funds to be used for administrative expenses. Therefore, the grantee is not “out of pocket” if it decides to secure administrative services.
- OSP will not recommend any individual or firm as a provider of administrative services. OSP will, however, provide the following:
  - 1) A list of all firms and/or individuals currently involved in administering CDBG grants.
  - 2) A referral to other similar communities, with similar projects, that have used administrative consultants.
- If the project is a feasibility study, the party conducting the study may perform the administration, *provided* that party is a regional planning commission or non-profit organization.
- Keep in mind that if the grantee elects to retain the services of a grant administrator, the grantee must still ***stay on top of the project***. The grantee does not need to be fully proficient in CDBG program administration, but it must understand the process, and its requirements, well enough to evaluate the consultant's work and progress.
- **SPECIAL NOTE TO RDCs.** If you are the sub-recipient of a CDBG grant, it is in your best interest to also be familiar with the administrative requirements; and to keep current on the project and its reporting.